

A G E N D A

(Tentative)

JEFFERSON COUNTY PROPERTY SAFETY ENFORCEMENT AGENCY MEETING

Wednesday, October 22, 2014 at 6:30 P.M.
Charles Town Library Meeting Room

1. Call meeting to order & Roll Call/Introductions
2. Approval of minutes of the July 30, 2014, meeting.
3. Hear new complaints from general public.

Note: Upon hearing the evidence presented, action generally taken by the Board at this stage may result in either acceptance of the complaint for investigation or dismissal of the complaint on the basis that no evidence of a violation appears to exist under the Property Safety Ordinance.

4. Action on investigated complaints:

None.

Note: Upon hearing the investigation report, action generally taken by the board at this stage may result in either a finding that a violation exists and a Notice-of-Violation letter sent to the property owner; or a finding of no merit to the complaint and the case closed.

5. Progress Reports on Cases:

- (1) Status Review of Active Cases:

Case 12-001 (Bierer)

Property located at 167 Daisy Lane; Lot 12, Walnut Grove Subdivision
Charles Town Tax District, Map 4C, Parcel 32; DB 737, Pg. 340
Scheduled for site investigation on April 18, 2012. At the April 25, 2012 Property Safety meeting, the board took action to send the property owner a notice to bring the property into compliance by June 30, 2012. Based on the July 18, 2012 site visit, it appears that the property owner has not taken any action to bring the property into compliance. At the July 25, 2012 Property Safety meeting, the board took action to petition the County Commission to order the owner to bring the property into compliance. At the November 8, 2012, Property Safety meeting, the board moved to notify and require that the property owner demolish the abandoned and dilapidated structure. The property owner was served with the Notice of Violation letter by process server on December 7, 2012. The property owner has until March 7, 2013 to bring the property into compliance as outlined in the Notice of Violation. As of April 17, 2013, the structure has not been demolished and the property is not in compliance with the Notice of Violation. At the April 24, 2013 Property Safety Enforcement Agency meeting, the board moved to petition the county commission to issue an order to the property owner to bring the property into compliance. The Petition/Complaint was filed with

County Clerk's Office on July 23rd and sent to a process server to be served upon the property owner. County Commission issued an Order requiring the property owner bring the property into compliance and the County is in the process of serving the Order on the property owner. **Property owner served and request sent to Prosecuting Attorney to seek a court order allowing the county commission to take action to bring the property into compliance.**

Case 12-002 (Williams, et al)

Harpers Ferry Tax District, Tax Map 11B, Parcel 15

Lot 16, Sleepy Hollow Estates

111 Fairway Drive, Charles Town, WV 25414

At the July 25, 2012 meeting, the board took action to send a violation notice to the property owner requiring that the property be brought into compliance by October 17, 2012. At the November 8, 2012 Property Safety meeting, the board directed staff to continue to pursue the whereabouts of the property owners so they can be served with the Notice of Violation. Staff is working on locating the property owner so as to serve them with the notice of violation. The property owner received the Notice of Violation and has been in contact with the Chief County Engineer regarding the requirements for bringing the property into compliance. As of April 17, 2013, the property is not in compliance with the Notice of Violation. At the April 24, 2013 Property Safety Enforcement Agency meeting, the board moved to petition the county commission to issue an order to the property owner to bring the property into compliance. The Petition/Compliant is in the process of being drafted, filed in the County Clerk's office, and served upon the property owner by the County Clerk. County Commission issued an Order requiring the property owner bring the property into compliance and the County is in the process of serving the Order on the property owner. **Property owner served and request sent to Prosecuting Attorney to seek a court order allowing the county commission to take action to bring the property into compliance.**

Case 14-001 (Duncan)

Property located at 105 Link Drive, Kearneysville, WV

Off Bowers Road, along the Opequon Creek, at end of Link Drive

Middleway Tax District, Map 6, Parcel 3; DB 964, Pg. 35.

Sent Notice of Violation with a compliance deadline of July 26, 2014.

Case was closed at the July 30, 2014 meeting.

Case 14-002 (Bitner)

Property located at 7211 Queen Street, Middleway, WV 25430

Middleway Tax District, Map 22B, Parcel 0026; DB 512, Pg. 726.

Sent Notice of Violation with a compliance deadline of July 26, 2014.

At the July 30, 2014 meeting, the board moved to petition the county commission to issue an order to the property owner to bring the property into compliance.

(2) Status of Cases Sent to County Commission:

Cases Referred to Prosecuting Attorney:

Case 12-001 (Bierer)
Case 12-002 (Williams)

Cases Filed in Circuit Court and in process of being served:

Case 12-001 (Bierer)
Case 12-002 (Williams)

Cases with Circuit Court judgment and permission to advertise for a contractor:

(None)

6. Other business/Information:
 - a) Next regular quarterly meeting is **Wednesday, January 28, 2015, 6:30 pm.**
 - b) Update on efforts to fill vacant citizen volunteer position on the board.
7. General comments by members or public.
8. Adjourn meeting.